

DCAP

Reduce your federal income
and social security taxes...

Join the Dependent
Care Assistance
Program



DRS
Department of
**Retirement
Systems**

Discover how DCAP can work for you

Dependent Care Assistance Program (DCAP) participation can reduce your federal income and social security taxes. It's easy — you set aside an equal portion of your earnings each pay period during the year, before these taxes are computed. The amounts set aside are then used to reimburse your dependent care expenses.

DCAP provides a simple, efficient and cost-effective opportunity for you to pay for dependent care expenses. If you have young children or elderly parents, you may be able to save hundreds of dollars in taxes annually by taking advantage of DCAP.

Current state employees must enroll during the November open enrollment period. New employees may enroll within 60 days of their hire date. Flexibility in the program allows for changes in annual reductions — anytime throughout the year.

For a personalized report showing the effect on your take-home pay, complete and return the attached card along with a copy of a recent pay stub.

For additional information, contact DCAP customer service at (360) 664-7005, toll-free at 1-800-423-1524 and select option 4, or visit our Web site at: www.drs.wa.gov.

IMPORTANT: If you are currently participating and wish to continue in the following calendar year, you must re-enroll during the November open enrollment period.

☒ Yes! I want to reduce my dependent care costs

☐ Please send me a DCAP Information Packet

Please print

Name _____

Daytime Phone () _____

Home Address _____

City _____

State _____

Zip _____

Employer _____

To see the tax-saving effect on your take-home pay, include a copy of your recent pay stub with this form.

Proposed monthly amount set aside for DCAP:
\$ _____

Mail completed form to:

DEPARTMENT OF RETIREMENT SYSTEMS
DEPENDENT CARE ASSISTANCE PROGRAM
PO BOX 40931
OLYMPIA, WA 98504-0931

Alternate formats available upon request.
Washington State Department of Retirement Systems, September 2004